



**INDEPENDENT AUDIT AND  
PERFORMANCE COMMISSION (IAPC)  
Cost Allocation Subcommittee**

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**Minutes of the Monday, June 15, 2015 Meeting**

**Location:** City Hall – 255 W. Alameda, Budget Conference Room, 4<sup>th</sup> Floor West, Tucson, AZ

**Members Present:** Jim Hannley, Subcommittee Chair (Ward 3); Robert Clark (Ward 5); Mark Crum (Ward 2)

**Members Absent:** None

**Staff:** Joyce Garland, Budget and Internal Audit Program Director; Lee Barr, Financial Specialist; Bob Kulze, Interim Internal Audit Manager/Ex Officio Member (Non-Voting); Diane Link, Administrative Assistant

**Roll Call: 10:12 A.M.** - A quorum was established.

**1. Approval of the Minutes from the May 29, 2015 Subcommittee Meeting**

It was moved by Mr. Clark, duly seconded and carried by a voice vote of 2 to 0, to approve the minutes.

**2. Overview of Cost Allocation Plan Methodology**

(Mr. Hannley arrived at 10:25 AM)

(A malfunction of the digital recorder occurred at 11:10 AM)

Ms. Barr and Mr. Kulze continued the discussion on the methodology of the Cost Allocation and Rate System software that the City is using. Schedules of allocated costs, allocation basis and data sources for several central service departments were reviewed. Ms. Garland, Ms. Barr, and Mr. Kulze fielded and answered questions. There was discussion. No action was taken.

**3. Call to the Audience**

No one spoke.

**4. Future Agendas**

Future agendas were discussed. Mr. Hannley suggested that a draft report be discussed at the next meeting. The subcommittee members will submit their individual drafts to Mr. Kulze for compilation. No action was taken.

**Adjournment: 12:15 P.M.**